

TAYLOR COASTAL UTILITIES, INC.  
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MINUTES OF REGULAR BOARD MEETING  
March 17, 2004

1. The meeting was held at the new District Building at 8:00 PM March 17, 2004. Present were Commissioners: Mike McKinney, Floyd Ford, Glenn Senter, Danny Everett, Sandra Hatcher, Travis Beach, TCU Staff; Sandra Bolton, Jim Gooding, David Morgan, John Gentry. Chairman Ford declared that a quorum was present.
2. No guests attended the meeting.
3. The minutes of the February 18, 2004 meeting were approved. Motion by Beach, second by McKinney, unanimous.
4. Staff and Committee Reports:
  - Sandra Bolton reported that one customer is far behind on payment. After discussion Mr. Beach made a motion to send out a turn off letter, Mr. Everett second, passed unanimously. It was suggested that the Board hold a discussion at the next meeting on whether to file a lien on property when the amount owed by a customer exceeds their membership fee. This would eliminate someone buying that property not knowing they will have to pay the bill before they could be connected. Sandra then reported that TCU made one \$500 payment last month on our loan. Sandra requested that the Board look into hiring someone to handle the billing out of the new office rather than Sandra billing from her home. Sandra Hatcher, Glenn Senter and Danny Everett are to work with Sandra on how to make the billing transition and report back to the Board.
  - John Gentry reported that he and Jim Gooding are still meeting every two weeks and that progress is being made on the Feasibility Study. The Consumer Confidence Report is due this Spring and we will need to get with the SRWMD to prepare some of the information.
  - Jim Gooding asked for approval of the Office layout in the District Building. There was some discussion of the location and size of windows and Jim was given the go ahead with the Office.
  - There are no standing Committees at this time.
5. Old Business:
  - Action Items:
    1. John Gentry reported that the State Revolving Loan Program is a source of low- cost funding but will likely not meet TCU's needs for a new well because of the time required to get an application in and get approved.
    2. Delta can prepare a template for securing easements for \$100 – 150 and was authorized to go ahead with preparing that document.

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3. The meeting with Taylor County on a water main relocation policy went well. The County agreed to work with TCU where possible not to relocate lines. TCU is to provide the County with an electronic file showing the location of TCU lines in the County's rights - of way. Taylor County will notify TCU when they are in the planning stage for a road repaving project so that sufficient time is available to gather good information of the line (location, material, depth, age) so that a sound decision may be made on whether to relocate it or not. John Gentry is to call John Horvath concerning the location of sewer force mains in the County rights-of way.
4. Installing of the ASKSAM software will be not be done until the computer at the District Building is up and running. A security system is needed for the District Building. Sandra Bolton to arrange for a security contract.
5. John and Jim held further discussions on the cross connection control program. John by will complete this as time allows by the end of the year.

- No other business from previous meetings.

6. New Business:

- There were no questions on the Balance Sheet and Budget.
- KBT has submitted their water connection request. John and Jim are to get with them and review their request and bring a recommendation back to the next Board meeting.

7. There were no additional items for discussion by member or guests.

8. Travis Beach made a motion to adjourn, second by Mike McKinney, unanimous.

Board Actions:

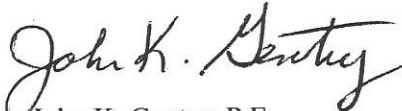
1. Approved sending out turn off letter to customer that is far behind in payments.
2. Agreed to Office layout in District Building.

Action Items:

1. Board to consider whether to file a lien on property with overdue accounts for discussion at the next meeting.
2. Sandra Hatcher, Glen Senter and Danny Everett to work with Sandra Bolton on transition for billing from her home to new District Building and report Back to Board

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3. John Gentry to get electronic copy of TCU water line location maps to Taylor County and call John Horvath on location of sewer lines.
4. John and Jim to get with KBT on their water connection request and make recommendations at next Board meeting.
5. Sandra Bolton to arrange for a security system for the District Building.

  
John K. Gentry, P.E.  
General Manager